

## **GRAY NOTEBOOK PRESENTATION**

### **BRIEFING PAPER**

Prepared for the  
May 2004 Transportation Commission Meeting

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Approved by: Paula Hammond, Chief of Staff

### **PURPOSE:**

Presentation of the agency's quarterly performance report, the *Gray Notebook*, for the quarter ending March 31, 2004.

### **ACTION/OUTCOME:**

Commission review of agency performance results and input. After Commission review, the latest edition will be printed and distributed to internal and external audiences.

### **BACKGROUND:**

The purpose of the *Gray Notebook* is to report the agency's performance and accountability results for review by the Transportation Commission and others.

### **DISCUSSION:**

Presentation and discussion of agency's performance results reported in the *Gray Notebook* for the quarter ending March 31, 2004.

The *Gray Notebook* will be presented in two sections:

1. *White Pages* for Performance Reporting on Program Functions and Results
  - Washington State Ferries: Quarterly Update Bill Greene
  - Aviation: Annual Update John Sibold
  - Environmental Program: Annual update Megan White
  - Maintenance: Annual Snow Update Rico Baroga, Chris Christopher
  - Asset Management: Safety Rest Areas Ron Niemi
  - Traffic Operations Toby Rickman
    - Highway Safety: Quarterly Update
    - Incident Response Team: Quarterly Update
    - Travel Information
  - Highway Construction: Quarterly update: Greg Selstead
  - Summary of other sections as time permits Robin Hartsell

2. *Beige Pages* - Performance Reporting on the 2003 Transportation Funding Package

- Current Project Highlights and Accomplishments Greg Selstead
  - Contract Ads and Awards
  - Project Completions and Construction Highlights
- Project Delivery Paula Hammond, John Conrad
  - Proposed Adjustments to Delivery Planning
  - Opportunities and Options for Legislative Consideration
  - Watch List
- Environmental: Review, Permitting and Compliance Megan White
- Financial Information Amy Arnis

**RECOMMENDATION:**

Staff recommends that the Commission review performance information and provide feedback to agency management.

For further information, please contact Daniela Bremmer, Director of Strategic Assessment, 360-705-7953.